JOB ANNOUNCEMENT

Job Title: Fleet and Facilities Maintenance Manager

Benefits: Health insurance, retirement, paid annual and sick leave

Salary: Up to $69,870 Yearly Salary (DOQ)

Other: Exempt position/Full time

Work Area: Espanola, NM

Work Week: Monday - Friday (occasionally may work on weekends)

We Value
Professional Excellence

Neighborly
Communication
Respectful
Trustworthy
Dedicated

Position Summary & Responsibilities

This position performs administrative and supervisory duties as needed to plan, organize and coordinate the day-to-day fleet and facilities operations including transit bus fleet maintenance, repair and parts procurement, fleet & facilities safety compliance, facilities maintenance & repair and surplus property and equipment disposal. Provides general supervision of Facilities Maintenance Specialist, Fleet & Facilities Maintenance Worker and Fleet Mechanic. This position reports to the Transit & Facilities Operations Director. A detailed job description can be viewed at www.ncrtd.org.

Qualifications

Graduation from college with bachelor's degree in public facilities management, fleet administration or a directly related field; five (5) years of progressively responsible experience performing above or related duties, two (2) years in a supervisory capacity; **OR** an equivalent combination of education and experience related to "rolling stock" management and facility maintenance. Must possess a valid Driver's License with a satisfactory driving record. Must be able to obtain a CDL Class B license with passenger (P) endorsement within three months of employment with the District.

About the District

In March 2003, the New Mexico State Legislature (SB 34) authorized the formation of Regional Transit Districts (RTDs) and subsequently in September 2004 the NCRTD was recognized by the New Mexico Transportation Commission as the first RTD in New Mexico. The NCRTD provides commuter, fixed route, Para-transit and demand response transit services within the counties of Los Alamos, Rio Arriba, Santa Fe and Taos, the cities of Espanola, Edgewood, and Santa Fe and to six Pueblo's located within the RTD boundaries. The individual transit systems within the RTD are municipal partners. The Districts service area is in excess of 10,000 square miles.

Closing Date

First review of Applicants will take place on March 7, 2016. The position will remain open until filled.

How to apply:

Interested candidates must submit a completed District application to: HR Office, NCRTD, 1327 N. Riverside Dr., Espanola, NM 87532 or via email to dariav@ncrtd.org

The NCRTD is an EEO/AA Employer. Title II of the American with Disabilities Act and Section 504 of the Rehabilitation Act prohibit discrimination on the basis of disability in public programs. Individuals with disabilities who need a reasonable accommodation to participate in the hiring process or who require information in an alternative format must include this request in their letter of interest.